

HEMPSTED RESIDENTS' ASSOCIATION CONSTITUTION

1. TITLE

The Association shall be known as The Hempsted Residents' Association (HRA).

2. VISION

To provide all Hempsted residents with a voice and support on issues that concern them, including, but not limited to, planning and related issues and to represent their views with the appropriate authorities to ensure they are known, understood and given due consideration.

3. MEMBERSHIP

(a) All persons of 18 years of age and over, residing within the designated neighborhood area, and the elected members of the city council and county council (whose area falls within the neighborhood area) are considered members of the HRA. The designated area is to the west of the Gloucester/Sharpness Canal and between the junction of Castlemeads Way and Llanthony Road in the north and Netheridge and Upper Rea in the south.

(b) All members (HRA Members, Committee Members and Executive Officers) must undertake to comply with this Constitution. Any member considered to have acted in a manner, which is detrimental to the interests, or good name, of the HRA shall render the member liable to expulsion by the Committee. Before expelling any member the Committee shall afford the member an opportunity to offer a verbal, or written, explanation of their conduct. The vote for expulsion shall only be carried if not less than two thirds of the Committee present vote in favor. If, due to expulsion or resignation, an Executive Officer role becomes vacant then an elected committee member must may temporarily hold the role until a fully elected replacement is in place.

(c) Committee Members and Executive Officers may retire from their role providing written notice of 30 days to the Secretary or Chair.

4. MANAGEMENT

The business of the Association shall be carried out by an executive committee of up to nine members, in addition to the 3 Executive Officers of the Chairman, Secretary and Treasurer.

5. ELECTION OF COMMITTEE

(a) All members of the committee shall be elected by an A.G.M. of the Association and shall serve for a period of one year.

(b) The Chairman, Secretary and Treasurer (the three Executive Officers) shall be elected at the AGM.

(c) The committee shall have the power to co-opt additional members to replace resignations or for other reasons at their discretion. The co-opt must occur at a committee meeting and be voted upon.

6. NOMINATIONS

(a) Nominations for election to the committee should be made in writing to the Secretary not less than seven days before an A.G.M. and should include the name and address of the proposer and seconder and the signature of the nominee indicating willingness to serve. Nominee, proposer and seconder should not be members of the same household. In the absence of sufficient written nominations, oral nomination and seconding may be taken at the AGM subject to consent of the nominee

7. MEETINGS

(a) The Association shall hold an Annual General Meeting (AGM) once per year. A quorum for AGMs shall be at least 1 Executive Officer and half of the Committee members. In addition at least 25 members must be present.

The business of the AGM shall include:

- (i) receiving a report from the Chairperson on the Association's activities over the year
- (ii) receiving a report from the Treasurer on the finances of the Association
- (iii) electing a new Management Committee and
- (iv) considering any other matter as may be decided

(b) In addition to the AGM, Special General Meetings (GM) may be called at any time by the committee on written request to the Secretary, giving twenty-one days' notice. A quorum at a GM shall consist of at least 1 Executive Officer and half of the Committee members

(c) Attendance at AGMs/ GMs should be suitably advertised by the Hon Secretary twenty-one days ahead of the proposed date, ensuring maximum participation of HRA Members.

(d) In addition, Committee Meetings will normally be held every 4 to 6 weeks throughout the year. A quorum for Committee Meetings shall consist of at least one Executive Officer and one-third of the committee members. Committee members shall attend a one-third of all meetings to maintain their position. HRA Members may be invited to attend a committee meeting by an elected committee member, notification is to be provided to the Chair ahead of the meeting.

(e) All meetings will be suitably minuted by the Hon Secretary and approved by the Chair no later than two-weeks after the meeting. The Hon Secretary must retain all electronic

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copies of the minutes.


- 8. VOTING** Voting at the AGM, GM and Committee Meetings shall be a show of hands. All HRA Members may vote.
- 9. AMENDMENTS** Proposals to amend the constitution may be made by the committee or by any member for approval by an Annual or General Meeting. Such proposals should be submitted to the Secretary in writing not less than seven days before the said meeting and should be accompanied by the signature of the proposer and seconder. The proposer and seconder should not be members of the same household. A quorum must approve the changes
- 10. FINANCES** (a) The HRA holds a bank account to cover administrative costs and shall be used only for the Association.
- (b) The funds shall be administered by the Honary Treasurer and shall be audited annually by a suitably qualified person who is not a member of the committee. The audit report is to be presented at the AGM for ratification and sign off. Two signatures shall be required to authorise withdrawals, that of the Hon Treasurer and one nominated official.

This constitution was adopted at a General Meeting of the Association on:

Date: 12/7/2022

Signed by:

Chairperson: 

Secretary: 

Treasurer: 

Other Committee members:







